

## PART C MONITORING STAGES & FOCUS AREAS

### STAGE I MONITORING (November, 2003-June, 2004)

FOCUS AREA What areas will be monitored?	RESPONSIBILITY Who will be monitored for this?	MONITORING STRATEGY How will we monitor?
C to B Transition (for late referral children) a. Transition meetings held within timelines  b. LEA invited, with parent permission c. All required components of transition documented on IFSP d. Documentation of First Steps records forwarded to LEA in timely manner	SPOE/IC	Desk Review Onsite File Review Interviews
IFSP a. Developed within 45 days b. Content	SPOE/IC	Desk Review Onsite File Review Interviews
ELIGIBILITY a. Basis for Determination <ol style="list-style-type: none"> <li>1. Application of criteria</li> <li>2. Documentation of basis for determination</li> </ol>	SPOE/IC	Desk Review Onsite File Review Interviews
EVALUATION/ASSESSMENT a. Documentation of multidisciplinary evaluation conducted b. Documentation that Family Assessment Conducted, with permission	SPOE/IC	Desk Review Onsite File Review Interviews
SERVICE COORDINATION a. Communication <ol style="list-style-type: none"> <li>1. With Parent               <ol style="list-style-type: none"> <li>i. Coordinate evaluation/assessment</li> <li>ii. Facilitate and participate in initial IFSP development</li> <li>iii. Assist in identifying provider</li> </ol> </li> </ol>	SPOE/IC	Onsite File Reviews Interviews
PARENTAL RIGHTS a. Provision of Notice	SPOE/IC	Onsite File Review
DATA ACCURACY	SPOE/IC	Desk Review Onsite File Review Interviews

## STAGE II MONITORING (July, 2004-June 2005)

(All of the focus areas and responsible parties identified in Stage I will continued to be monitored. The Stage II elements identified below will be added during Stage II).

FOCUS AREA What areas will be monitored?	RESPONSIBILITY Who will be monitored for this?	MONITORING STRATEGY How will we monitor?
C to B Transition (for late referral children) a. Transition meetings held within timelines  e. LEA invited, with parent permission f. All required components of transition documented on IFSP Documentation of First Steps records forwarded to LEA in timely manner	OSC	TBD
EVALUATION/ASSESSMENT a. Assessments are conducted and all required assessment reports forwarded in a timely manner to the SPOE	Provider	TBD
IFSP a. Services provided in accordance with IFSP	Provider	TBD
b. Services provided in the Natural Environment c. Six-month review conducted d. Annual Review conducted e. Content	Provider  OSC OSC OSC	TBD
SERVICE COORDINATION a. Communication <ol style="list-style-type: none"> <li>1. With parent/providers               <ol style="list-style-type: none"> <li>i. Coordinate ongoing evaluation/assessment</li> <li>ii. Facilitate &amp; participate in IFSP</li> <li>iii. Assist in identifying providers</li> <li>iv. Coordinate &amp; monitor delivery of services</li> <li>v. Inform family of advocacy services</li> <li>vi. Coordinate medical and health providers</li> <li>vii. Facilitate development of transition plan</li> </ol> </li> <li>2. With SPOE               <ol style="list-style-type: none"> <li>i. Forward required paperwork to SPOE in a timely manner</li> </ol> </li> </ol>	OSC	TBD
PARENTAL RIGHTS a. Provision of Notice	OSC	TBD
DATA ACCURACY Data submitted to SPOE for entry into the child's EI electronic record is accurate and up-to-date	OSC	TBD

### STAGE III MONITORING (July, 2005)

(Stage III represents the implementation of the final Part C monitoring system. All of the focus areas and responsible parties identified in Stage I and II will continued to be monitored along with the Stage II elements identified below).

FOCUS AREA What areas will be monitored?	RESPONSIBILITY Who will be monitored for this?	MONITORING STRATEGY How will we monitor?
CHILD FIND a. Public Awareness b. Incidence Rate/Age c. Disproportionality	All system components All system components All system components	TBD
IMPROVED OUTCOMES	All system components	TBD
INTERAGENCY AGREEMENTS/MOUs	TBD	TBD